

S E C R E T

FBIS-1583/85  
17 JUL 1985

MEMORANDUM FOR: Director of Personnel

VIA: Chief, Personnel, DDS&T

25X1  
FROM: [redacted]  
Acting Director, Foreign Broadcast Information Service

25X1  
SUBJECT: Retroactive Promotion - [redacted]

25X1  
1. It is requested that the attached staff promotion action  
(Attachment A) be processed with an effective date of 3 March 1985. [redacted]

25X1  
[redacted]

25X1  
3. To ensure that [redacted] is not penalized for the above  
administrative error, we request that the attached staff promotion action  
be processed with an effective date of 3 March 1985. This date is  
requested because [redacted] within-grade increase was effective on  
3 March 1985 and should be taken into consideration when computing her new  
grade and step. [redacted]

25X1  
25X1  
4. If you have any questions please contact [redacted]  
Chief, Personnel and Training Branch, FBIS on extension [redacted]

25X1  
[redacted]  
Attachments

CONFIDENTIAL When Separated  
From SECRET Attachments

S E C R E T

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25X1

SUBJECT: Retroactive Promotion -

CONCUR:

Chief, Personnel, DDS&T

Date

APPROVED:

Director of Personnel

Date

25X1

DDS&T/FBIS/Pers  (20 Jun 85)

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